



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta
Director

**TITLE: INFORMATION SERVICES TECHNICIAN
COVID-TEMPORARY**

SALARY: \$17.50 - \$20.00 hourly

LOCATION: Monroe County Department of Information Services

JOB SUMMARY:

This is a temporary, entry-level information technology position located in Monroe County government and is responsible for providing manual and technical support to the COVID-19 task force at remote and mobile sites, including Points of Dispensing (POD) COVID-19 vaccination sites. Duties include, but are not limited to assisting with delivering, unpacking, and moving desks and equipment, connecting computers and laptops to wireless networks and printers, providing general support, and related activities. Training is provided on-site by County staff in basic computer trouble shooting. Work is performed during active hours of operation. The employee reports directly to, and works under the direct supervision of a higher-level staff member. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma.

SPECIAL REQUIREMENTS:

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES
39 WEST MAIN STREET - ROOM 210
ROCHESTER, NEW YORK 14614

Posting Date: October 15, 2021

Posting Deadline: Until Filled